



DEPARTMENT OF THE ARMY  
ASSISTANT CHIEF OF STAFF FOR INSTALLATION MANAGEMENT  
600 ARMY PENTAGON  
WASHINGTON DC 20310-0600

REPLY TO  
ATTENTION OF

DAIM-FD

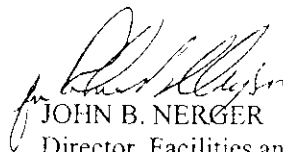
16 AUG 2000

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Scope of Army MILCON Projects

1. Reference AR 415-15, 4 Sep 98, "Army Military Construction Program Development and Execution."
2. There have been some recent instances where the parametric or final design exceeded the authorized scope as delineated by the approved DD Form 1391. The following guidance on project scope is provided:
  - a. The scope on the DD Form 1391 is the maximum allowable. Parametric designs, final designs, and design-build requests for proposal must conform to the approved DD Form 1391. There is no allowable percentage increase.
  - b. MACOMs must submit any proposed DD Form 1391 scope change to HQDA (DAIM-FD) for approval as a user requested change. Designers are not authorized to incorporate scope changes without this approval.
  - c. Design reviews and value engineering studies will include a verification that the scope still conforms to the approved DD Form 1391.
3. After the OSD Budget Estimate Submission, the ability of HQDA to effect a scope change to a DD Form 1391 diminishes significantly. Upon approval by Congress, the DD Form 1391 scope has a statutory basis and cannot be altered without Congressional consent. Execution of an unauthorized scope change has serious implications. I ask your continued support to assure that project scopes and costs remain within the parameters authorized and appropriated by Congress.
4. My point of contact is Mr. Stan Nickell, DAIM-FDC, (703) 692-9203.
5. Quality Facilities for Quality Soldiers!

FOR THE ASSISTANT CHIEF OF STAFF FOR INSTALLATION MANAGEMENT:

  
JOHN B. NERGER  
Director, Facilities and Housing

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DAIM-FD  
SUBJECT: Scope of Army MILCON Projects

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**DEPARTMENT OF THE ARMY**  
U.S. Army Corps of Engineers  
WASHINGTON, D.C. 20314-1000

REPLY TO  
ATTENTION OF:

CEMP-MA (415-15)

18 SEP 2000

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Designing to the Approved Scope of Army Military Construction (MILCON) Projects

1. Reference DAIM-FD memorandum, 16 Aug 00, subject: Scope of Army MILCON Projects. (enclosure).
2. Referenced memorandum is addressed to the Army's Major Commands (MACOM) and restates the Headquarters, Department of Army (HQDA) position on changes to the scope of authorized Army MILCON projects. It makes it clear that no variation in the scope of the DD Form 1391 is allowed without the specific approval of the Office of the Assistant Chief of Staff for Installation Management (OACSIM). This existing Army policy is not to be construed that no change is possible. It merely iterates the position that design should not proceed on an unauthorized scope, that is, anything different than identified on the DD Form 1391 in the processor. Scope changes, if needed, need to be identified early and submitted by the MACOM in a timely manner for approval by the OACSIM, i.e., the Army's MILCON Program Manager. Changes that are identified subsequent to the Army's submission of the budget to the Office of Secretary of Defense (which is Sep 00 for the FY 02 budget) likely can not be approved. If the OACSIM approves any change, the DD Form 1391 will be adjusted accordingly and a directive will be issued.
3. As the design agent for the Army and its MILCON program it is vital for the Corps to maintain discipline of the design process. I know customer satisfaction is a principle of the Corps. It would be inappropriate, however, to proceed with design of a scope change without OACSIM approval, especially considering the formal process used to approve a MILCON project initially. If the customer is insistent and reluctant to pursue a change to the authorized project scope, the problem should be brought to the immediate attention of the appropriate program manager here at headquarters.
4. The need for a scope change may originate at the district. If this is the case, the installation and the MACOM should be advised immediately of any recommended departure from the approved scope and of the need to obtain OACSIM approval. The district may need to help support the request for the scope change.

CEMP-MA (415-15)

18 SEP 2000

SUBJECT: Designing to the Approved Scope of Army MILCON Projects

5. Early identification of scope discrepancies is essential to minimizing any redesign. I expect the field to work closely with the customer and the MACOM in the development of design but I also expect us to comply with this policy. This should help minimize lost design effort and possible redesign delays. I would also recommend that the design office regularly check the design scope with the latest DD Form 1391 in the PAX/processor system, especially when design submissions are made. This should also be done as part of the value engineering study.

FOR THE COMMANDER:



Encl

STEPHEN E. BROWNING, P.E.  
Chief, Programs Management Division  
Directorate of Military Programs

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